## WHAT IS CLAIMED IS:

A reading apparatus comprising:

a reading portion for reading data entered in a form where a predetermined layout is printed;

a storage portion in which mask data to be superimposed on read out image data is stored; and

a control portion for controlling an entirety of the apparatus,

wherein the control portion superimposes the mask data on the image data, and deletes a part of image data covered with the mask data to thereby extract the data entered in the form from the image data.

- 2. The reading apparatus of claim 1, wherein the control portion reads a layout code previously printed on the form by the reading portion, and reads mask data of the layout corresponding to the layout code from the storage portion.
- 3. The reading apparatus of claim 1, wherein the control portion reads a detection mark previously printed on the form by the reading portion, and corrects position and inclination of the image data.
- 4. The reading apparatus of claim 2, wherein the control portion reads a detection mark previously printed on the form

by the reading portion, and corrects position and inclination of the image data.

- 5. The reading apparatus of claim 1, wherein the control portion reads the detection mark previously printed on the form by the reading portion and adjusts the size of the image data and the size of the mask data read from the storage portion to each other.
- 6. The reading apparatus of claim 2, wherein the control portion reads the detection mark previously printed on the form by the reading portion and adjusts the size of the image data and the size of the mask data read from the storage portion to each other.
- 7. The reading apparatus of claim 3, wherein the control portion reads the detection mark previously printed on the form by the reading portion and adjusts the size of the image data and the size of the mask data read from the storage portion to each other.
- 8. The reading apparatus of claim 4, wherein the control portion reads the detection mark previously printed on the form by the reading portion and adjusts the size of the image data and the size of the mask data read from the storage portion to

each other.

- 9. The reading apparatus of claim 1, wherein the control portion reads a print magnification previously printed on the form by the reading portion, and reads from the storage portion the mask data of a size corresponding to the print magnification.
- 10. The reading apparatus of claim 2, wherein the control portion reads a print magnification previously printed on the form by the reading portion, and reads from the storage portion the mask data of a size corresponding to the print magnification.
- 11. The reading apparatus of claim 3, wherein the control portion reads a print magnification previously printed on the form by the reading portion, and reads from the storage portion the mask data of a size corresponding to the print magnification.
- 12. The reading apparatus of claim 4, wherein the control portion reads a print magnification previously printed on the form by the reading portion, and reads from the storage portion the mask data of a size corresponding to the print magnification.
- 13. The reading apparatus of claim 1, wherein in the storage portion, mask data of thicker entry box lines than the entry box lines of the layout printed on the form is stored.

- 14. The reading apparatus of claim 2, wherein in the storage portion, mask data of thicker entry box lines than the entry box lines of the layout printed on the form is stored.
- 15. The reading apparatus of claim 3, wherein in the storage portion, mask data of thicker entry box lines than the entry box lines of the layout printed on the form is stored.
- 16. The reading apparatus of claim 4, wherein in the storage portion, mask data of thicker entry box lines than the entry box lines of the layout printed on the form is stored.
- 17. The reading apparatus of claim 4, wherein the mask data is data of print areas of the predetermined layout, layout code and detection marks.
- 18. The reading apparatus of claim 16, wherein the mask data is data of print areas of the predetermined layout, layout code and detection marks.
- 19. A data processing system comprising:

reading means for reading data entered in a form where a predetermined layout is printed, superimposing mask data covering part of the predetermined layout on the read image data

and deleting the layout from the image data by deleting the data of the part covered with the mask data, thereby extracting the entered data;

layout management means for managing layout data of the layout used for the form; and

printing means for superimposing the entered data transmitted from the reading means and the layout data transmitted from the layout management means, and printing out the data.

20. The data processing system of claim 19, wherein the layout management means registers a layout where parts for data entry are enlarged and an original layout where the parts are not enlarged so as to be associated with each other.